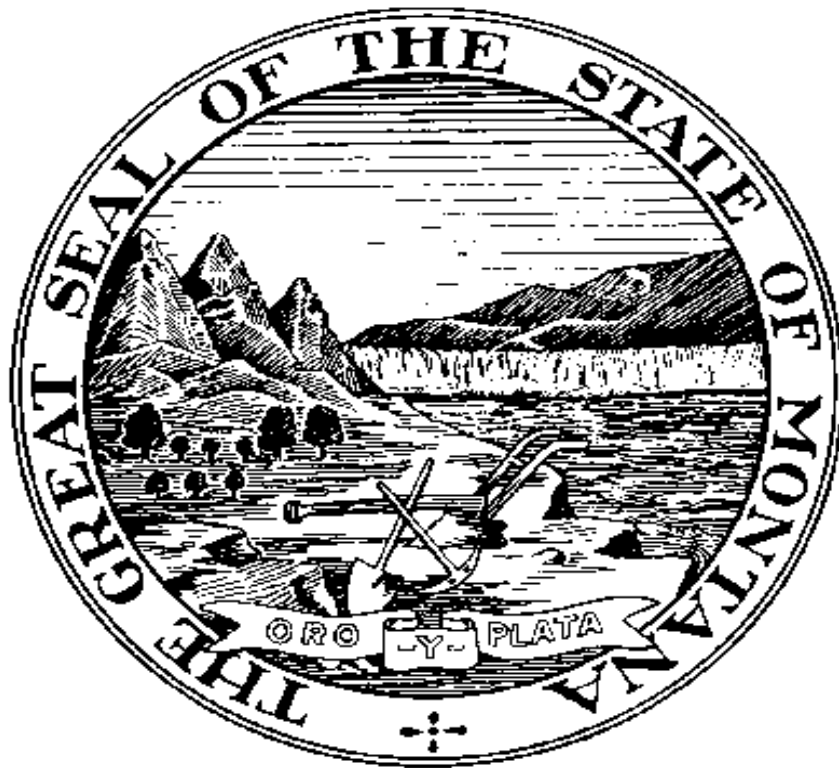


# **DO'S AND DON'TS OF KITCHEN SAFETY**

**Occupational Safety & Health Bureau**



**Montana Department of Labor & Industry**

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## **POINTS TO REMEMBER FOR INCREASED KITCHEN SAFETY**

### **AVOIDING BURNS...**

You can not avoid having heat sources in the kitchen, but you **CAN** avoid burns by following these simple rules:

- ◆ Use dry hot pads when removing pans and kettles from the range or oven. Get help when handling large roasting pans and kettles.
- ◆ Keep pot handles turned away from burners and aisles.
- ◆ Turn off unused burners...save energy as well as eliminating possible burns.
- ◆ Avoid loose clothing when working around range or oven or machines. Keep sleeves buttoned.
- ◆ Avoid splashing water into the deep fryer. Always use basket, and submerge food slowly when using deep fryer.
- ◆ If you have to leave the area, make certain others know what is hot before you go.
- ◆ Keep an eye on fellow employees...warning them when they are in a danger area.
- ◆ When steam cleaning, wear proper protective clothing... rubber aprons and hand and foot protection.

### **PREVENTING KNIFE CUTS**

Knives can be deadly when used improperly. Use knives safely by following these rules.

- ◆ Keep knives sharp. Store properly. Don't let handle or blade extend into walking or working area when you put the knife down.
- ◆ Keep handles in good repair.
- ◆ Make certain your sharpening steel has a finger/hand guard. If it does not, get a new steel with a proper guard.

- ◆ **USE THE RIGHT KNIFE FOR THE JOB!** Cut **AWAY** from...not toward...your body. When slicing, stand to the side of the cut. Use fork for steadiness. Keep fingers in clear.
- ◆ Keep handles in good repair. Tighten or replace loose handles.
- ◆ Use cutting board or block when chopping or slicing to prevent slips and dulling.

**REMEMBER:** Knives are not toys. Never "fence" or "duel" with **ANY KNIFE...EVER!**

### **FALLS AND STRAINS**

- ◆ Wipe up spills **IMMEDIATELY**. Remember, spilled or dropped food...grease...oil...water...can be **EXTREMELY SLIPPERY**.
- ◆ Clean floors, and duckboards if provided, on a daily schedule.
- ◆ Keep aisles and passageways clear at all times.
- ◆ Repair holes and rough spots; provide ramps over pipes and other fixed obstructions on the floor. Remove tripping hazards such as cords and hoses, by storing them properly.

### **AND WHEN LIFTING**

- ◆ Keep your back straight, bend your knees, and let the strong leg muscles do the lifting.
- ◆ Get help when attempting to lift heavy or bulky objects.
- ◆ Store heavy cases or cartons on lower shelves...preferably at waist level...and place lighter items on high shelves.
- ◆ Always use the proper type of ladder to reach high objects. Make certain the ladder is in safe condition...no broken rungs, or defective side rails or braces.

### **KITCHEN MACHINES**

**BE SURE YOU KNOW WHAT YOU ARE DOING BEFORE OPERATING ANY MACHINE.**

If you do not know how it operates, get instructions! Here are

some other suggestions, which can help you use these labor saving devices with safety.

- ◆ Be certain all machines are properly grounded electrically. If you get a "tingle" **SHUT DOWN THE MACHINE AND REPORT IT IMMEDIATELY!**
- ◆ Keep guards in place when machine is operating. Replace all guards which have been removed for cleaning, adjustment or repairs.
- ◆ Keep hands and fingers out of all machines. Do not attempt to repair or adjust any machine until it has been turned off and the power supply is disconnected.
- ◆ Use a brush to clear crumbs, scraps and other materials when cleaning any machine.

SLICERS: "Zero" the blade after each use. When wiping blade, wipe from center hub to edge, to prevent slashing injury from edge of blade.

MIXERS: Make certain beaters are properly fastened, and bowl elevator is locked in position before starting the unit.  
**ALWAYS...WITHOUT EXCEPTION...STOP THE MACHINE BEFORE ATTEMPTING TO REMOVE ANYTHING FROM THE MIXING BOWL.**

DISHWASHERS: Load trays properly. Don't overload. Don't force into the machine; use gentle pressure. If tray is stuck in unit, use long pole with hook to pull back to leading end. Wear rubber gloves to avoid contact with harsh soaps and caustics.

GRINDERS, TENDERIZERS: Use push stick to feed grinder. Never place fingers in feed openings. Keep guards in place on these and all machines at all times when operating.

## **FIRE HAZARDS**

- ◆ Know the location of fire extinguishers and the controls for sprinklers and deluge units, and **KNOW HOW TO USE THEM.**
- ◆ Vent ovens and other gas-fired units before attempting to light them.
- ◆ Report all gas leaks immediately. Don't try to make repairs.

- ◆ Make certain pilot lights on ovens, water heaters, stoves, and other appliances are properly adjusted, and that burners light immediately when burner valves are opened.
- ◆ Obey smoking regulations. Do not smoke in storage area. Dispose of lighted matches and smoking materials in proper containers.
- ◆ Avoid the use of flammable liquids in kitchen area...the vapors can be explosive.

#### **COFFEE URNS, PRESSURE COOKERS**

- ◆ Daily, make a check of the safety valves to insure they are unplugged and in operating condition. Be certain nothing is obstructing the pressure gauge opening, or the opening to the safety plug.
- ◆ Be sure you thoroughly understand the operating instructions for this, and all other equipment. For greater safety for all personnel, operating valves should be identified with permanent (metal) tags to show their function.

#### **...AND YOU**

Reading through the suggestions and rules, it should be very evident that each employee in a food service operation has a major role in the prevention of work injuries to himself and his fellow employees. Several times you found reference to "if you don't know, ask!"

Food service employment can be...and most of the time IS...injury-free. The injuries which do occur are nearly always the result of failure to follow instructions, or inattention, or lack of knowledge, or a combination of these and similar factors. YOU have the control over 9 out of 10 of the injuries involving you by continually observing safe work practices, and calling to the attention of your supervision those conditions which could contribute to an accident.

#### **KITCHENS ARE SAFE!**

It is the people who work in them who really create the problems. Let's take a look at that last statement.

Heat...machines...utensils...soaps and caustics...all are needed for effective food preparation. All can be used without injury if the persons using them will use them **PROPERLY**.

Proper use of this equipment requires effective training when a new employee starts on the job, plus continuing attention by the manager or the supervisor to make certain that the employee continues to do the job as he was taught. More than that-the kitchen supervisor, regardless of his specific job title, must **SET AN EXAMPLE** by using proper work methods as the work goes ahead. It is unreal to expect an employee to follow work rules which are being broken by his supervisor, or fellow workers.

Work injury records going back many, many years show conclusively that failure to follow correct work practices is the cause of 9 out of 10 work injuries. These figures emphasize the importance of training for new employees, and the need for continual observation of all employees to make certain they are following accepted work practices.

Such training and ongoing supervision will help make your kitchen a safe place to work.